



**Fire/EMS Oversight Board
MEETING MINUTES**

September 17, 2013

Committee Members Present: Chairman Rick McCluskey, Vice-Chairman John Johnson, Village of Sturtevant Administrator Mary Cole, Village of Mt. Pleasant Administrator Kurt Wahlen and Village of Mt. Pleasant Trustee Dave DeGroot.

Committee Members Absent: None.

Village Board Members Present: Village of Mt. Pleasant Trustee John Hewitt

Staff Members to the Board: Fire Chief Robert Stedman, Division Chief Mark Pierce and Battalion Chief Keiser

Guests: None.

1. Meeting called to order at 4:01 p.m. by Rick McCluskey.

2. Approval of July 11, 2013 Minutes: Motioned by John Johnson seconded by Dave Degroot.
Motion passed. Voice vote 5-0.

3. Operational Report: Chief Stedman referred to the Operational Report dated September 17, 2013 that was distributed to the Committee Members.

- a. The SSFD had six internal candidates for the position of Battalion Chief. An Assessment Center was conducted on August 26th. The Assessment panel included SSFD staff officers as well as two outside resources.
- b. The Police & Fire Commission approved the appointment of Lt. John Radewan to the position of Battalion Chief on September 5, 2013.
- c. Three new SSFD Firefighters were appointed and started their 2 weeks of training on Monday September 16, 2013. These positions were replacement positions, which bring the SSFD to full staffing.
- d. The SSFD had some initial discussion with the Union Grove Fire Department about a possible automatic aid agreement, where they would send a Water Tender for our calls in a certain area and in return we would send them an Engine in a certain area. The Union Grove Fire Chief was very receptive and was going to discuss the idea with his staff.
- e. There has been no further discussion with the Town of Somers about working with them. They did send some information, but it was not useful in making any determinations.
- f. The SSFD did have some more discussion with the Village of Elmwood about the possibility of the SSFD providing fire and EMS services and we will wait to hear more from them.



- g. The following table reflects the number and percentage of calls per station for the first eight months of 2013 ending August 31, 2013.

Calls By Station		
#7	228	9.5%
#8	697	28.9%
#9	884	36.7%
#10	552	22.9%
Not Listed	49	2.0%
Total	2410	100%

- h. The SSFD did have an initial budget meeting with the Village Administrator and it went well, but it was a preliminary meeting and still has a number of steps for review and/or revisions. The Ambulance Operations Account known as Fund 22 or the Enterprise account is going to be eliminated and all of the ambulance service costs will be placed into the normal SSFD budget.
- i. The SSFD is completing the final documents to send to the Finance, Legal and License Committee for their meeting on September 18th to request approval to award the bid to replace the Station #10 sprinkler system at a cost of just over \$86,000, which will be shared 50%-50% with the Village of Caledonia.

A request is also being made to use some Capital funds left from the Station #10 air conditioning project to use to purchase three sets of PPE for the new Firefighters at a cost of about \$6,000.

4. 2014 CIP Requests: The SSFD presented the following 2014 CIP requests and discussed with the Committee.

Project	2014	2014 Priority
Replace Ambulance(s) New or Remount	218,000	1
Radios	25,000	2
Laptops	8,000	3
Incident Command Car	40,000	4
Rebuild Power Cot Systems	28,000	5
Rebuild Defibrillators	10,000	6
Thermal Imaging Camera	10,000	7
Power Cot System	16,000	8
Station 10 Kitchen	5,000	9
Total Fire CIP	\$360,000	



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2014 CIP Requests: A motion was made by John Johnson and seconded by Rick McCluskey to approved the SSFD 2014 CIP Plan as presented. A roll call vote was taken with the final vote being 5-0 in favor of the motion. Motion carried.

5. Public comments and discussions: None.

6. Adjournment: Motioned by John Johnson, seconded by Rick McCluskey. Meeting adjourned at 4:43 p.m.

Motion passed. Voice Vote 5-0.